



**EOAC EXECUTIVE COMMITTEE MEETING
 MONDAY, November 14, 2022
 REMOTE & IN-PERSON
 3:00 P.M.**

MEMBERS PRESENT

Susan Copeland - In Person
 Gary Luft – In Person
 Dytrun Thirkill – In Person
 Elizabeth Nelson – Zoom at 3:50

STAFF MEMBERS PRESENT

Dorothy Marstaller
 Robert Kunze
 Carl Ritter
 Kelley Holdman
 Brenda Sanchez
 Susan Wilson
 Bridget Montgomery
 Dolores Garcia
 Kanisha Johnson
 Deborah Wesson

<u>MEMBERS ABSENT</u>	<u>STAFF MEMBERS ABSENT</u>
Ben Perry	All Present
<u>VISITOR</u>	
Charlnise Alfaro	

Call Meeting to Order

Ms. Copeland called the meeting to order at 3:05 PM.

Establish a Quorum

A quorum was established

Ordering of the Agenda

Ordering of the agenda was changed, board entered Executive Session after a quorum was established.

Executive Session

Board entered Executive Session at 3:05 PM.

Board reconvened into regular session at 3:50 PM.

Motion made by Mr. Thirkill to include the Executive Director in the 2.28 % raise given to employees, retroactive September 1, 2022. Motion seconded by Mr. Luft. All in favor motion carries.

Mission Statement

Mission statement will be read at the 5:30 PM WCS Governing Board Meeting

Public Comment

There was no public comment.

Consent Agenda

No changes to the Consent Agenda, the following items were approved.

- EOAC Executive Committee Meeting October 24, 2022, Minutes
- EOAC Governing Board Meeting October 24, 2022, Minutes
- EOAC Executive Committee Special Called Meeting October 26, 2022,
- Weatherization Report
- Weatherization Travel
- Head Start Retention Bonus

Motion made by Mr. Thirkill to approve the consent agenda items as presented. Motion seconded by Mr. Luft. All in favor motion carries.

Approve October 2022 Monthly Financial Report (Organizational Standard 8.7)

Ms. Sanchez reported on the October 31, 2022, financial statements. Ms. Sanchez reported year to date totals of revenue \$16,190,692 and expenses \$15,323,538 resulting in an excess of revenue to expenditures of \$867,154. Bank Reconciliation, Check Registers and Credit Card Statements were made available for review.

Motion made by Mr. Thirkill to approve the August 2022 and September 2022 Monthly Financial Reports as presented. Motion seconded by Mr. Luft. All in favor motion carries.

Community Services Board Report (Organizational Standard 5.9)

Ms. Johnson presented the Community Services Board Report for November 2022.

- CEAP assisted 3,399 households. All funds for the CEAP program have been allocated through the end of the program year.
- Energy Aid: TXU 96 households, Atmos 187 households, and Reliant 41 households were assisted.
- LIHWAP program obtained new vendor agreements with City of Dawson, Hilco H2O, Golinda Water Supply Corporation and McLennan Country Water Control & Improvement District #2 (Elm Mott Water)
- CSBG caseworkers working closely with two clients to complete the program.
- Community Services provided food donations for the McLennan Community College food pantry.

Motion made by Mr. Thirkill to approve the November 2022 Community Services Board Report as presented. Motion seconded by Mr. Luft. All in favor motion carries.

Approve Head Start/Early Head Start Carryover Request

Ms. Wilson requested approval for the carryover application for operational, CARES and TTA fund balances to be utilized by April 30, 2023. Ms. Wilson reviewed the balances and explained if approved how EOAC Head Start Early Head Start will use the funds. Such as Child and Family Supplies, Office supplies and laptops/desktops equipment at centers and training.

Motion made by Ms. Nelson to approve the Head Start Early Head Start Carryover application as presented. Motion seconded by Mr. Thirkill. All in favor motions carries.

Approve EOAC Succession Plan (Organizational Standard 4.5)

Ms. Marstaller presented and reviewed the EOAC Succession Plan for approval.

Motion made by Mr. Luft to approve the EOAC Succession Plan as presented Motion seconded by Mr. Thirkill. All in favor motion carries.

Approve Retention Bonus for Community Services and Finance

Ms. Marstaller requested the approval of a onetime retention bonus of \$1,500 for Community Services, Finance and Weatherization staff. Funds to support this bonus would be taken from the indirect costs earned from the American Rescue Plan grants administered this past year by EOAC staff. Ms. Marstaller explained that the indirect cost rate revenues received from ERA I and ERA II was \$1,361,822, the total cost of the bonus would be \$41,250. Mr. Luft stated that this bonus should include the Executive Director.

Motion made by Mr. Thirkill to approve the Retention Bonus for Community Services, Finance, Weatherization staff and the Executive Director. Motion seconded by Mr. Luft. All in favor motion carries.

Approve New Board Member Carlton Willis

No Action Taken

Head Start/Early Head Start Director's Report

Ms. Wilson presented the Head Start/Early Head Start Director's Report.

1. Operation
 - a. New Road License status: Licensed received opening date pending staffing.
 - b. Enrollment:
 - Head Start October 438
 - EHS October 136
2. Classroom Staff Vacancies as 10/12/2022
8 Teacher Vacancies

Discussion regarding possible partnership with McLennan Community College and Head Start to assist employees working on their CDA.

Executive Directors Report


No report

Recognition

Dr. Howard Childs 25 Years of Service

Adjournment

Ms. Copeland adjourned the meeting at 4:17 PM

DocuSigned by:

47D7657CE6DA4A7...

11/28/2022

Vice President

Date